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29 July 1986

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MEMORANDUM FOR: Chief of Operations, OC

FROM:

[redacted]
Chief, Management and Plans Staff, OC

SUBJECT: Weekly Staff Notes, 20 - 26 July 1986

1. General:

[redacted]

c. [redacted] participated in the Director of Communications' "rap session," held in [redacted] office on 22 July. The meeting offered an excellent opportunity for open and candid discussion on topics of current concern to both OC's management and those employees who attended.

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[REDACTED]

e. A briefing was given to [REDACTED] Chief, Support, Office of Communications, Administrative Management Division, on 22 July, concerning the mission of the Management and Plans Staff.

f. [REDACTED] from the Office of Information Technology is expected to report for duty on 28 July. [REDACTED] will assume duties specifically relating to the [REDACTED] and is expected to play a prominent role in Office of Communications/Office of Information Technology liaison matters.

2. Satellites:

3. Liaison Activities:

Due to recent discussions between the Director of Communications (D/CO) and the Director of Information Technology (D/OIT), the first joint OC/OIT Planning

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Conference is being scheduled for the October time frame. The purpose of the conference is to allow senior managers the opportunity to address major issues confronting the two Offices. It is anticipated that working groups will be formed to further explore action items resulting from the conference. It is also expected that the conference will be continued on a regular basis.

4. Significant activities scheduled for the week of 28 July:

a. [redacted] will meet with Mr. [redacted] Office of Information Technology, Management and Consulting Group, Management Division, to discuss the Office of Communications Requirements Tracking System (RTS). [redacted] expressed interest in the RTS at an earlier meeting. We plan to provide him with documentation and an overview of the RTS at this meeting.

[redacted]

c. [redacted] are planning to meet with [redacted] and [redacted] to discuss continued tracking of the Office of Communications Strategic Plan 1986-1991 within the Management and Plans Staff. It is expected that the subject of a joint Office of Communications/Office of Information Technology Strategic Plan will also be addressed.

[redacted]

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